

FROM MAIN ROAD TO MAIN STREET

USING FORM-BASED CODES TO CREATE STREETS OF OPPORTUNITY



TOWN OF TIVERTON PLANNING CHALLENGE GRANT PROPOSAL

NOVEMBER 10, 2011

TOWN OF TIVERTON, RHODE ISLAND

OFFICE OF TOWN ADMINISTRATOR

James C Goncalo
Town Administrator

November 10, 2007

Kevin Flynn, Associate Director
Rhode Island Department of Administration
Statewide Planning Program
One Capital Hill
Providence, Rhode Island 02908-5872

RE: 2011 Planning Challenge Grant / Cover Letter

Dear Mr. Flynn:

The Town of Tiverton is pleased to submit this Planning Challenge Grant proposal in response to your office's Call for Proposals. As an authorized representative of the Town of Tiverton, I will be directing Chris Spencer, Tiverton's Town Planner, to act as the project manager and fiscal agent for this proposal to utilize form-based codes for creating a more walkable and vibrant streetscape along Main Road in north Tiverton and to transform the commercial area of Bliss Corners into a more dynamic village center.

Please do not hesitate to contact us if you should need additional information or clarification on any of the items we are submitting. Thank you for your time and consideration of our proposal.

Sincerely,



James C. Goncalo,
Town Administrator
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Cover Image Credits:

Main Road Tiverton – Current and Future Conditions / Chris Spencer
Transects © James Wassell

THE TOWN OF TIVERTON

PLANNING CHALLENGE GRANT

2011 PROPOSAL

SUBMISSION REQUIREMENT # 2:

Description of the transportation-land uses to be addressed and objectives for the study.

The State's Guide Plan, Land Use 2025, encourages Rhode Islanders to view the state as a "constellation of community centers" varying in size from the village and town level to the city and regional level. Similarly, Tiverton's Comprehensive Community Plan describes the town as a "series of picturesque hamlets" and villages—centered around churches, schools, and commercial establishments. Unfortunately over the years, this rich tapestry of hamlets, villages, and commercial nodes has been worn thin by economics, disinvestment, and inappropriate land use policies. The "low-density development model that has emerged" with its corresponding decline in "intensity and form of the urban areas" (as noted in Tiverton's 2007 Planning Challenge Grant Proposal) is a threat to both the small town and rural qualities of Tiverton.

This proposal seeks to utilize form-based codes as a tool for re-creating rich and vibrant commercial nodes and corridors—linking neighborhoods, rebuilding the public realm, and helping to create a more gradual and well defined rural-to-urban continuum. The redevelopment of these areas will provide greater housing choices, enhanced quality of life, and expanded employment opportunities—all served through a greater network and variety of transportation modes, with an emphasis on walkability. By transforming these underutilized, low-density and low-intensity commercial areas—currently dominated by single use, single story buildings fronted by parking lots—into streets of opportunity with a meaningful sense of place, many of the Smart Growth goals and objectives that are woven through Land Use 2025 and Tiverton's Comprehensive Community Plan can be realized.

A form-based code, with its greater emphasis on building form, mixing rather than separating uses, contextual development, and transect concept, is a viable alternative to conventional or Euclidian zoning. As part of the development of such a code, the outreach process may include any combination of charretts, design workshops, or visual preference surveys, and serve to expand on the idea of community vision that is inherent in the concept of Comprehensive Community Plans. By better understanding and articulating the vision, a code can be crafted which helps to ensure that the manifestation of any future development compliments the community's desire. As Peter Katz explains in an article entitled, "Form First", the concept of form-based codes and the utilization of transects, "builds on the idea that physical form is a community's most intrinsic and enduring characteristic. It seeks to codify that form in a straightforward way so that planners, citizens, developers, and other stakeholders can move easily from a shared physical vision of a place to its built reality." Without this shared vision, it is impossible to create a process which provides any certainty or predictability to either the developer / business owner, or the community. This leads to outcomes that are far from certain and usually inferior, and a process that is often either too cumbersome or too risky for developers to chance.

Although this proposal is focused on utilizing innovative techniques for the enhancement of Village / Growth Centers within the Town, it will also touch on aspects of other Eligible Activities for Challenge Grants including Access Management, Corridor Studies, and Transportation Aspects of Affordable Homes Development.

TARGET AREAS

The project areas that this proposal will cover entail two vastly different and geographically separate areas of town, currently zoned as General Commercial (GC). One of these areas covers a two (2) mile commercial stretch of Main Road, the other, Bliss Corners, is an important crossroads. Within both of these areas, there are a number of gradients or contextual changes. Despite this, the current zoning is largely silent on the concept of context and applies a single zoning principle regardless of the preexisting built and surrounding natural environments. Utilizing the concept of transects, these areas can be differentiated by their surrounding context—each with differing design parameters, going from the more urban to the more rural. As new urbanists planner Andrés Duany explains, “the Transect has the potential to become an instrument of design. The correlation of the various specialized components by a common rural-to-urban continuum provides the basis for a new system of zoning, one that creates complex, contextually resonant natural and human environments.”

TRANSPORTATION AND LAND USE ISSUES TO BE ADDRESSED

Both of these project areas are made up of largely underutilized commercial parcels. As such, they focus on redevelopment rather than development. From a land use perspective, the proposal seeks to create higher levels of density, a greater mix of uses, better linkages to surrounding neighborhoods, and an overall land use pattern that is efficient and makes the most of existing and planned infrastructure. This more efficient land use pattern, as well as a more vibrant mix of uses will promote more pedestrian activity and reduce driving and parking demand—allowing more land to be occupied by buildings, creating greater density, and increasing the development potential for existing lots.

Higher densities along Main Road could eventually create a need for this stretch to be serviced by Rhode Island Public Transit Authority (RIPTA) buses. Southeastern Regional Transit Authority (SRTA) busses come within a few hundred feet of the intersection of Main Road and State Avenue. These buses will eventually provide connections to the new terminal either at the Fall River Depot or Battleship Cove—which will likely be the terminus of a planned high speed rail line between Boston and Fall River. By capitalizing and planning for these future projects, new dwelling units above stores along Main Road could provide affordable housing opportunities for those who cannot afford to or do not desire to own an automobile. The new grocery store which is currently being developed in a former CVS building, as well as additional commercial ventures which may be developed as a result of a form-based code would provide a number of lifestyle as well as employment opportunities within walking distance. Linkages through RIPTA and SRTA to the Boston-Fall River high speed rail line could provide access to the Boston employment market to those taking advantage of the affordable housing opportunities along Main Road.

Both the project area along Main Road and the one at Bliss Corners are consistent with the particular elements as well as the spirit of Land Use 2025, Transportation 2030, and Tiverton’s Comprehensive Community Plan. Notably within the Town’s Comprehensive Community Plan is Policy 1, in the Circulation Element which encourages the idea of “...developing form-based codes as a way of providing for more transportation choices, walkable neighborhoods, a wider range of housing opportunities, and unique, attractive communities with a strong sense of place.” Ultimately, the objective of this proposal would be to utilize form-based codes to transform Main Road into a Main Street, and reinvent and re-image Bliss Corners as a village center to serve the surrounding area.

SCOPE OF WORK

The final work product for this project will be a proposed form-based code, meant to supersede (either entirely or in part) the present zoning ordinance that apply to the General Commercial (GC) zone of Main Road bounded on the north by State Avenue and on the south by Sousa Road and the General Commercial (GC) zone of Bliss Corners. This code is to be consistent with the definition and evaluations criteria established by the Form-Based Codes Institute (FBCI), Rhode Island General Laws (RIGL) and the vision of the community as expressed through public design charrettes or workshops and Tiverton's Comprehensive Community Plan. The scope of work shall entail all of the necessary steps from the creation of a Request for Proposals (RFP) through final delivery of a proposed form-based code.

Request for Proposals

The Town Planner and the planning staff shall be entirely responsible for the drafting, advertising, and all task associated with the RFP for hiring the Consulting Team. These tasks will include:

- Preparing a Request for Proposals (RFP) for Architectural / Planning / Urban Design services for the creation of a Form-Based Code, for specified areas. The RFP will detail the scope of services for the project, meeting requirements, project area, and project deliverables;
- Obtaining approval by the Town Council and Statewide Planning prior to the advertising and release of the Request for Proposals;
- Creating a scoring criteria utilizing the Qualification Based Selection Process (QBS) as required under R.I.G.L 45-55-8.1;
- Putting together a review team with a broad cross-section of relevant skills and interests to review and score proposals, interview the finalists, and make final recommendations;
- Conducting one or more pre-proposal meetings;
- Making any needed modifications to the RFP based on input during the pre-proposal meetings;
- Reviewing similar relevant projects by all proposal applicants, drafting report to the selection committee; and
- Drafting final report on RFP process and making final recommendations, based on review teams consent, to the Town Council.

Final Contract & Notice to Proceed

The Town Planner, in consultation with Statewide Planning (if required) and the Town Solicitor shall review the Consultant's contract. Once the contract is approved, the Town Planner shall provide the Consultant with a Notice To Proceed, indicating the date that the notice was issued as well as the date the project's final deliverables are due.

Consultant's Scope of Work

The Scope of Work for the Architecture / Planning / Urban Design Team (subsequently referred to as Consultant) will include the following tasks and deliverable for the creation of a proposed form-based code for the previously described two primary project areas:

I. INITIAL REVIEW AND ANALYSIS

- A. Documentation: The Consultant will conduct a through review of all pertinent documentation including the zoning ordinance and recent changes to the General Commercial zones; Tiverton's Comprehensive Community Plan; all material related to the Main Road Design Standards Project; and the recently enacted Economic Development Tax Real Estate Tax Exemptions for the Redevelopment of Underutilized Commercial Parcels.
- B. Outreach: The Consultant will reach out to appropriate stakeholders involved with the project and target areas. These will include groups and individuals such businesses and property owners, local design professionals, developers, business organizations, and town staff.
- C. Site Analysis: The Consultant will analyze and document the physical details of the project areas including topography, viewsheds, view corridors, existing built environment and the historic patterns of urbanism and architecture in the surrounding region. This analysis will form the basis for creating the individual transects.
- D. Media Coverage: The Consultant will participate in developing press releases to provide information about the planning efforts being undertaken.
- E. Website: The Consultant will provide information for Tiverton's website related to the project such as narrative text, photographs, maps, renderings, and other images either created for the project, highlighting similar project, or collected through analysis of the local conditions.

II. PUBLIC DESIGN PROCESS

- A. Generate necessary background maps: Tiverton will provide all necessary base map information as needed by the Consultant including all necessary geodatabase and shape files from Tiverton's Geographic Information System (GIS) for use during the analysis, workshops and preparation of the form-based code.
- B. Visual Preference Survey. The Consultant, with the assistance of the Planning Department, will conduct a visual preference survey for the target areas. These may either be done as return mailers, or in alive workshop setting.
- C. Public Workshop and/or Design Charrette. The Consultant will organize and lead a series of design workshops or a full planning charrettes to engage the community (in both of the project areas), gather ideas and goals, and formulate implementation strategies. The Consultant will tailor the workshops or charrettes to obtain maximum community input so as to produce the best possible master plan on which to base the new code. The format will also take into consideration the findings of the initial site analysis, input from staff, and information obtained at previous meetings, workshops, and interviews.
- D. At the conclusion of the workshop(s), the Consultant will present the work generated to-date. Plans, renderings, and initial coding ideas that reflect ideas articulated in the workshops will be publicly presented and further feedback solicited from the community. It is essential that local government officials attend this presentation along with citizens, stakeholders and technicians.

III. DRAFTING THE FORM-BASED CODE

The new code will be crafted to ensure high-quality public spaces defined by a variety of building types design for a variety and mixture of uses including housing, retail commercial, and office space. which are consistent with the community's visions. The new proposed form-based code will include a regulating plan, building form standards, public space standards, and other standards and regulations as needed—either by incorporation into the document or by reference to other sections of the zoning code. Section of this document would typically include the following:

- A. Overview, including definitions, principles, and intent; and explanation of the regulating and process in clear user friendly language.
- B. Regulating Plan (A schematic representation of the master plan) illustrating the location of streets, blocks, public spaces (such as greens squares, and parks), and other special features. Regulating plans may also include aspects of Building Form Standards such as “build-to-lines” or “required building lines” and building type or form designations.
- C. Building Form Standard governing basic building form, placement, and fundamental urban elements to ensure that all buildings compliment the neighboring structures and the street. These standards should be based upon study of building types appropriate for the region, climate, and neighborhood vitality.
- D. Public Space Standards defining design attributes and geometries that balance the needs of motorists, pedestrians, bicyclists, and transit riders while promoting a vital public realm. These standards should include design specifications for sidewalks, travel lane widths, parking, curb geometry, trees, and lighting.
- D. Other Standards that may be incorporated into the document of include by reference include:
 - 1. Landscape Standards
 - 2. Parking Standards
 - 3. Architectural Standards

IV. INTEGRATION OF THE FORM-BASED CODE

The form-based code must be integrated into Tiverton's existing regulatory framework (zoning and land development regulations) in a manner that insures procedural consistency, meshes with state and other local legal requirements, provides clarity as to applicability of existing regulations, and maximizes the effectiveness of the code.

V. ACCEPTABLE FORMS

The final product may make use of the SmartCode template, with calibrations to meet local contexts and conditions. The code may be a stand alone form-based code, or a hybrid code incorporating elements from form-based codes, conventional codes as well as utilizing design standards and guidelines.

V. FORMAT

The consultant will provide the town copies of maps, drafts, studies, and the final proposed form-based code in both hard copy and electronic files. The electronic files shall be in a Portable Document Format (PDF) as well as Adobe In-Design to allow the Town to make modifications to the code as it moves towards implementation.

INTERRELATIONSHIP AND SEQUENCING OF TASKS

In advance of the kick-off for this project, the Town Planner will be disseminating educational material and holding a series of informational meetings and presentations on form-based codes. These will be targeted towards the various town boards and commissions, town staff, and interested members of the public. These meetings and presentations will be independent from the budget and scope of this project, and are intended to lay the groundwork and begin to familiarize the public, town council, and various regulatory and advisory boards and commissions with form-based codes. These informational meetings and presentations will involve experts in the design, application, and legal aspects of form-based codes.

Prior to creating the RFP for this project, the Town Planner will collect and analyze all data, maps, and information from previous studies of these areas for reference in the RFP. As was done in the recent RFP for the subdivision for the Industrial Park, relevant information was cataloged, and digitized, copied or organized into a reference library for applicants review.

A press release will be developed and sent to local media prior to the advertisement of the RFP. Additional press releases will be sent out during the duration of the project, including prior to and after each informational meeting or design workshop.

Prior to the final draft being developed and submitted, the Consultant will give a presentation at a joint workshop of the Town Council and Planning Board, and consider an feedback for integration into the final draft.

All material and information will be available on the Town's website throughout the process, including links to all archived videos of the informational and design workshops.

Throughout the process, the Town Solicitor and the attorney for the Planning Board will review draft form-based codes proposals for consistency with State law and other applicable local ordinances.

RESPONSIBLE AGENTS FOR COMPLETING WORK PROPOSED

The Town Planner will be the responsible agent for insuring that all standards are met, for coordinating with the project Consulting team and verifying that all deliverables are provided within the prescribed timeframe and up to the standards set forth. The Town Planner will report all findings to the Town Administrator. The Town Planner will also be responsible for providing draft copies to all reviewing parties and agencies, and be responsible for all logistics for the public informational meetings and design workshops.

The Town Planner will be responsible budgeting reports, required audits, and all required progress reports to Statewide Planning as a condition of the grant throughout the duration of the project.

SUBMISSION REQUIREMENT # 4:
Timeline for Completing the Study (not to exceed 18 months)

PROJECT TIMELINE	APPROPRIATE PHASES	PROJECT MILESTONES
December 2011	Informational Form Based Code Workshops and Education	
January 2012	Grant Awarded: Organizational Meeting with Steering Committee, Begin RFP Development	Press Release
February – March 2012	RFP Release, Conduct Pre-proposal Meetings	RFP Release
April - May 2012	Proposal Scoring; Interview Consulting Teams: Make Selection	Contract Awarded; Press Release
June 2012	Consulting Team to Begin Data Collection; Analyze Visual Preference Survey Results	Visual Preference Surveys
July-August 2012	Begin Design Workshops in Both Project Areas	Design Workshop Series One; Press Release
September 2012	Follow-up Workshops to Present Finding and get Further Feedback	Workshop Series Two; Press Release
October 2012	Finalize First Draft	
November 2012	Presentation / Workshop with Town Council and Planning Board	First Draft; Press Release
December 2012	Legal Review for First Draft	
January – February 2013	Follow up Workshop Workshop with Town Council and Planning Board	
March - April 2013	Begin Final Draft	
May 2013	Proposed Final Draft of Form-Based Code and all Other Project Deliverables Due	Press Conference; Project Wrap-up and Completion

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TIVERTON INDUSTRIAL PARK

The Town Planner and planning staff are currently overseeing a major subdivision project that is being done through a grant from the Small Business Association and in cooperation with the Newport County Chamber of Commerce. The grant required the Town Planner to draft an RFP for the subdivision of the Town's Industrial Park off of Route 24. This 177 acre parcel has been under the control and ownership of the town for over 30 years. The RFP outlined the vision for the park and asked respondents to "create a mix of parcels sizes to accommodate a broad range of development interests, take advantage of the topography, site constraints, existing infrastructure, minimize additional infrastructure costs, and facilitate future parcel mergers for businesses anticipating future expansion." Ten qualified proposals were received, evaluated and scored utilizing a scoring criteria developed by the Town Planner by a team representing a broad spectrum of talents and interests.

The engineering consultant for the project is proceeding well, and the project is on time and within budget. The Town Planner has provided the status reports to the Planning Board, Town Council, Newport County Chamber of Commerce, and the East Bay Energy Consortium (EBEC). On a parallel track, the Town Planner is developing a floating zone which will land on the parcel, as well as developing Development and Architectural Standards and Guidelines. By utilizing these standards and Guidelines to advance the Town's vision for the park, it is anticipated that it will provide clarity to the developers, and facilitate more straightforward and efficient development permitting process.

The Town Planner has coordinated the project with both local boards and commissions, as well as state agencies including the Rhode Island Department of Transportation (RIDEM), the Department of Environmental Management (RIDEM), and Rhode Island Economic Development Corporation.

STONE BRIDGE

The Town Planner, Department of Public Works and planning staff have been involved in a project involving funding through the Federal Highway Administration (FHWA), and RIDOT involving the restoration of the Old Stone Bridge, an abutment that serves as a breakwater protecting much of the Tiverton Basin. This project falls under the Transportation and Community and System Preservation (TCPS) funding. It has involved coordination with RIDOT, the consulting and design engineers, and local boards and commissions, including the Stone Bridge Committee that is chaired by the Town Planner. The project involves over \$2.3 million dollars in FHWA funds.

2007 PLANNING CHALLENGE GRANT

In 2007 Tiverton was awarded funding for the digitization and creation of a fully-integrated town-wide Geographic Information System. The project involved the digitization of approximately 5,000 parcels, the creation of a website, and implementation of the system. The project was finished within the budget that was allocated.

The town, through the Planning Department has made a commitment to this project, and to ensure that our GIS website remains active, but that the system is constantly updated. This remains a budget priority, and as part of this application, the maps utilize the newest layer, a building footprint layer, which will have widespread applications for planning purposes. Next year the Town will be adding additional layers, including edge of pavements, hydrants, and sewers, as well as an improved web site and completely new user interface.

PRIOR STEPS

Well before the Town embarked on this Challenge Grant application, it began to utilize its new GIS for town-wide zoning analysis. A full analysis has been completed of the dimensional and other non-conformities by zone. With the new building footprint GIS layer, the town can begin to find contiguous areas of substandard lots, and where they are at full build out rezone them to match the existing conditions. The analysis found that in the R-30 zones, 95% of the properties were dimensionally non-conforming. In every zone, the dimensional non-conformities far outnumbered conforming properties.

The Town Planner also did an analysis of commercial zones. In presentation to the Town Council, it was demonstrated that the town's zoning was prohibitive in terms of creating safe, walkable, mixed use environments with any sense of place or respect for the public realm. As a demonstration, a typical 12,000 square foot corner commercial lot was examined for development potential. It was shown that after applying the required excessive building setbacks, limit lot coverage, required parking standards and other regulations, that the sample lot could only support a 10 foot by 80 foot building, or 800 square feet of development potential.

New zoning was proposed which reduced the building setbacks, reduced parking standards and allowed for on street parking to count towards the requirement, encouraged and allowed shared parking, and provided for greater lot coverage or density among other things. These proposed new zoning regulations were applied to the same 12,000 square foot lot and it was demonstrated that with the proposed zoning, that lot could support a two-story 5,500 square foot mixed use building, or 11,000 square feet of development. The new zoning for the General Commercial (GC) zones passed unanimously.

To further the idea and encourage the redevelopment of underutilized commercial lots and the development of a quality public realm, a new tax policy was introduced and eventually passed. The Town Planner illustrated an existing image of Main Road, where the public realm is dominated by parking lots, and the single-use, single-story buildings sit vacant on the back of the lot. The example, (which is illustrated on the cover of this report) looked at the current land use which included a vacant former Rite Aid and a vacant former bank of America. The current real estate taxes are about \$18,000 a year. With the redevelopment of the site, the new development would generate over \$66,000 a year on the same site. It was demonstrated that the tax stabilization program, which would phase in the building and land taxes over a six (6) year period, would break even by year two on this sample project, and generate more than \$100,000 in new taxes during this phase in period.

Tiverton, with its Town Planner and planning staff has the organization capacity, and skills to implement a form-based code. The steps already taken, including zoning changes, favorable tax policies will help make a new form-based code more effective. Despite the successes of the past zoning changes in the General Commercial, the town has not implemented strict commercial design standards, because one standard would not fit the many different contexts of all of the General Commercial areas. The form-based codes are seen as a much more effective tool for this, and the Town is committed to pursuing them.

SUBMISSION REQUIREMENT # 7:
Project Budget

ITEM	COSTS	
CONSULTING TEAM PROJECT COSTS		
Analysis of Existing Conditions, Past Studies and Ordinances	\$	12,400.00
Visual Preference Survey Preparation and Analysis	\$	4,100.00
Design Charrettes or Design Workshops (Total of six)	\$	14,400.00
Joint Town Council / Planning Board Meetings (Up to Four)	\$	4,200.00
Draft Form Based Codes	\$	16,000.00
Finalize Form Based Code	\$	9,500.00
Miscellaneous Meetings	\$	1,800.00
Reimbursable Expenses (Supplies, printing, etc.)	\$	4,500.00
TOTAL	\$	66,900.00
TOWN EXPENSES		
Supplies, printing, etc	\$	2,400.00
RFP Advertisements & Workshop Advertisements	\$	2,400.00
Visual Preference Survey Printing & Mailing	\$	2,300.00
Legal Review	\$	1,800.00
TOTAL TOWN EXPENSES	\$	8,900.00
TOTAL PROJECT COST	\$	75,800.00
In-Kind Match: (Planner, 80 hours @ \$40/ hr, Clerk 30 @ \$20.75/ hr) Supplies and Town Expenses as listed above (\$8,900)	\$	13,030.00
Hard Match	\$	10,000.00
TOTAL GRANT REQUESTS (Match = 30.4 % of Total Project Cost)	\$	52,770.00

The Town of Tiverton will coordinate its form-based code development closely with Statewide Planning, and will require that project deliverables are consistent with Rhode Island's Land Use 2025 and Transportation 2030.

The Town of Tiverton will also coordinate with the Rhode Island Department of Environmental Management (RIDEM), Rhode Island Department of Transportation (RIDOT), Rhode Island Historical Preservation and Heritage Commission; Rhode Island Housing; Rhode Island Economic Development Commission (RIEDC) and all other state agencies and programs when appropriate. In addition, the operations of the Rhode Island Transit Authority (RIPTA) and Southeastern Regional Transit Authority (SRTA) in nearby Fall River, Massachusetts will be reviewed and opportunities to coordinate services will be considered within the scope of the project. Private non-profit organizations such as Church Community Housing and the Newport County Chamber of Commerce will also be consulted.

The Town Planner will coordinate and facilitate information exchange between all pertinent Town departments, boards and commissions; consultants; the Town Administrator, members of the general public and the business community and all applicable state agencies.

The Project Steering Committee would be organized as follows:

<u>Personnel</u>	<u>Town Position</u>	<u>Steering Committee Role</u>
Chris Spencer	Town Planner	Project Manager & Fiscal Agent
James Goncalo	Town Administrator	Authorized Representative
Leonard Schmidt	Economic Development Commission	EDC Liaison
Jay Lambert	Town Council President	Town Council Liaison
Stephen Hughes	Planning Board Chairman	Planning Board Liaison
Jody Sullivan	Newport County Chamber of Commerce	Business Community Rep
Kate Michaud	Planning Department Staff	Clerical Support

Grant Awarded – Press Release

If Tiverton is awarded a Planning Challenge Grant for developing form-based codes to create a more walkable and vibrant streetscape linking neighborhoods to mixed-use commercial areas along Main Road in North Tiverton and in Bliss Corners, the Town will draft a formal press release to inform the public that it has received a Challenge Grant from Statewide Planning, outline the project scope, explain how form-based codes can be utilized to create a more lively and efficient land-use pattern as well as facilitate commercial redevelopment, how the public will benefit from this new zoning tool.

Request for Proposal

Upon the release of the Request for Proposal, a second press release will be drafted to inform the public of the process, provide more information about form-based codes and direct them to the Town's website which will have an entire section dedicated to this project and form based codes. This webpage will be the primary portal for dissemination of materials, meetings, and progress on the project.

Hiring of the Design Consultant Team

After the proposals are scored, the top firms are interviewed, a consulting team is hired and awarded the contract, a press release will be issued with information about the firm, past projects, and provide links for those seeking more information.

Visual Preference Survey

A Visual Preference Survey will be taken, both through mailings and on the web to provide the Consultant with a snapshot on the community's vision and tastes, and to spark interest on the part of the public in the project.

Design Workshops

A series of design workshops or charrettes will be held in the project areas. Because of the length of the commercial area of Main Road, the workshops targeting that section will be broken into a north and south section, and seek to find additional gradations or contextual changes for developing the appropriate transects. A second series of workshops will be held to incorporate the ideas from the initial workshops, and solicit further public participation, comments and feedback. These workshops will be videotaped, and the videotapes will be archived, with links to them through the Form-Based Code page of the Town's website.

Joint Planning Board / Town Council Workshops

A series of workshops with the Planning Board and Town Council, as well as representatives from other committees will be held to provide the boards with the progress of the project, as well as an opportunity to weigh in on any drafts of the proposed form-based codes.

Form-Based Code Proposal

All of the drafts and the final proposal for a form-based code will be available at the Town Hall, the Planning Department, the Tiverton Library and on the web. A press release will be issued when the final proposed form-based code is complete. This press release will include visuals from the code.

FOCUS AREA # 1

COMMERCIAL AREA
MAIN ROAD,
TIVERTON

- GENERAL COMMERCIAL ZONING DISTRICT
- RI URBAN SERVICES BOUNDARY (2006-2025)
- PARCELS
- ROADS
- BUILDING FOOTPRINTS

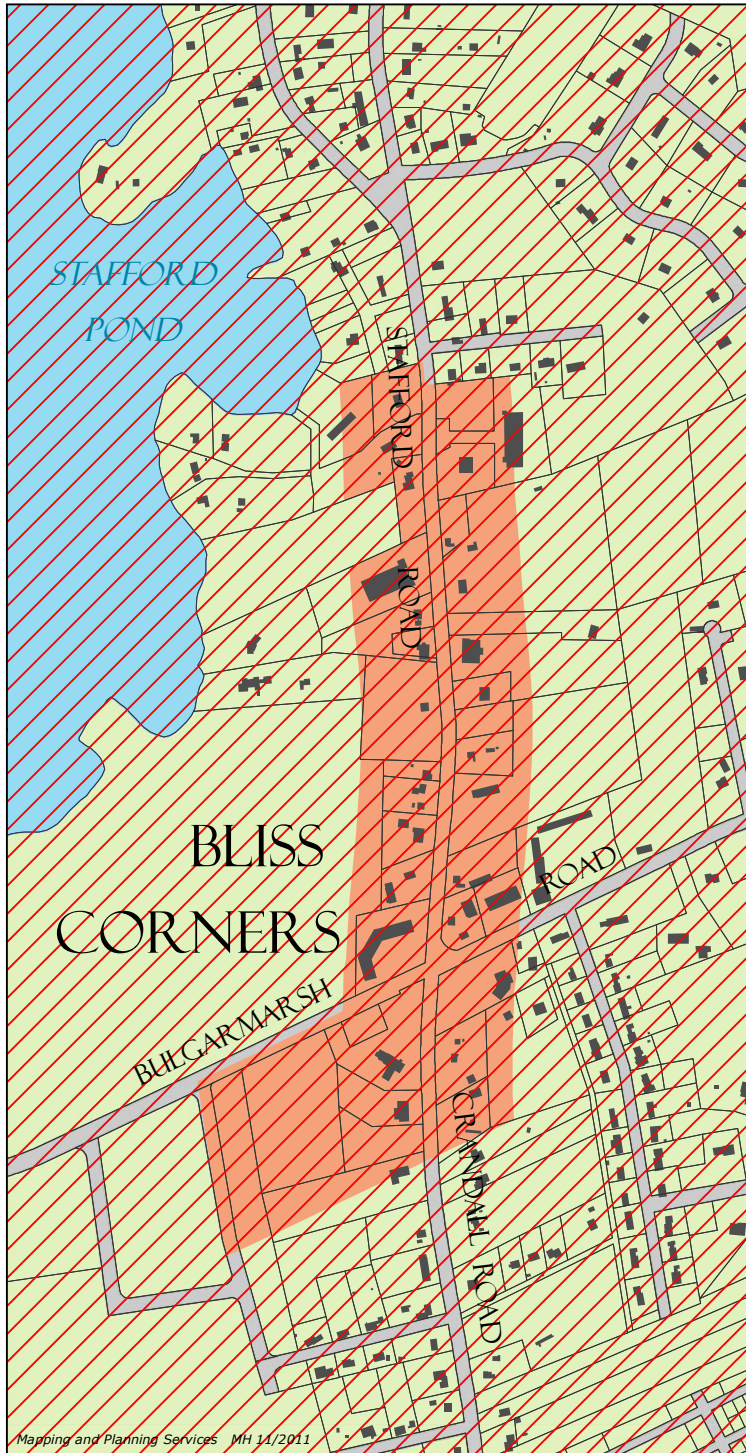


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This map is not the product of a Professional Land Survey. The information depicted on this map is for general planning purposes only. It is not adequate for legal boundary definition or regulatory interpretation.

Date Sources: RIGIS/RIDOA RI Urban Services Boundary 2006-2025, Tiverton GIS Parcels as of 12/31/2010, Zoning as of 5/12/2008 and Building Footprint Representations 2009.

FOCUS AREA # 2



**COMMERCIAL AREA
BLISS CORNERS,
TIVERTON**

- GENERAL COMMERCIAL ZONING DISTRICT
- RI URBAN SERVICES BOUNDARY (2006-2025)
- PARCELS
- ROADS
- BUILDING FOOTPRINTS



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Mapping and Planning Services MH 11/2011

FROM MAIN ROAD TO MAIN STREET
USING FORM-BASED CODES TO CREATE STREETS OF OPPORTUNITY

Letters of Support

Letter of support from municipalities and other partners in the study area
(especially for multi-community projects)

(See the Following Page)

TOWN OF TIVERTON, RHODE ISLAND

OFFICE OF TOWN ADMINISTRATOR

James C Goncalo
Town Administrator

November 10, 2007

Kevin Flynn, Associate Director
Rhode Island Department of Administration
Statewide Planning Program
One Capital Hill
Providence, Rhode Island 02908-5872

RE: 2011 Planning Challenge Grant / Letter of Support


Dear Mr. Flynn:

Please accept this letter of support for the attached Planning Challenge Grant Proposal submitted by the Town of Tiverton. Tiverton is fully committed to the utilization of form-based codes as a tool for creating a more predictable development and redevelopment process.

We feel that the proposed activities outlined in the attached Planning Challenge Grant Proposal will fully involve planners, citizens, developers and other stakeholders, thereby creating a code that compliments the community's desire for vibrant commercial and mixed-use districts that each retain their own unique character while harmoniously co-existing with the neighboring residential districts.

By modernizing and streamlining our current Zoning Regulations, it will give us the ability to make land use decisions and set policies that are consistent with Tiverton's Comprehensive Community Plan as well as Statewide Planning Program's overall goals as expressed in the Land Use 2025 and Transportation 2030 reports.

Sincerely,


James C. Goncalo,
Town Administrator

Letters of Commitment

Letter(s) of commitment to provide the required match of total project costs,
signed by authorized representative(s)

(See the Following Page)

TOWN OF TIVERTON, RHODE ISLAND

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James C Goncalo
Town Administrator

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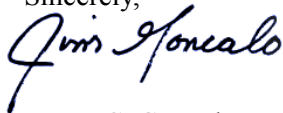
RE: 2011 Planning Challenge Grant / Commitment Letter

Dear Mr. Flynn:

Please accept this letter of commitment, which I am providing on behalf of the Town of Tiverton. If awarded a Statewide Planning Challenge Grant for the development of a form-based code for the commercial area along Main Road in north Tiverton and in Bliss Corners, the Town would be willing and able to commit a 30.4% match of the total proposed budget amount of \$75,800 or \$23,030. Of that \$10,000 would be a hard match and \$13,030 would be a match of in-kind services and supplies

Please do not hesitate to contact me should you have any questions regarding this commitment.

Sincerely,



James C. Goncalo,
Town Administrator

Equal Employment Opportunity

A copy of the Equal Employment Opportunity compliance requirements
for contracting with the applicant's municipality of non-profit

(See the Following Pages)

TITLE VI ASSURANCE to FEDERAL HIGHWAY ADMINISTRATION

The [Town of Tiverton, Rhode Island](#) (hereinafter referred to as the "Recipient") HEREBY AGREES THAT as a condition to receiving any Federal financial assistance from the Department of Transportation it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, sex or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation, including the Federal Highway Administration and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its Federal Aid Highway Program:

1. That the Recipient agrees that each "program" and each "facility" as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with the Federal Aid Highway Program and, in adapted form in all proposals for negotiated agreements:

The [Town of Tiverton, Rhode Island](#), in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex or national origin in consideration for an award.

3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to this Act and the Regulations.

4. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub grantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.
5. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation and is binding on it, other recipients, sub grantees, contractors, subcontractors, transferees, successors in interest and other participants in the grant program. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.



Signature

Date: November 10, 2011

James C. Gonaclo, Town Administrator

Printed Name and Title

Attachment: Appendix A

APPENDIX A , TITLE VI ASSURANCE to FHWA

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

- (1) Compliance with Regulations: The contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- (2) Nondiscrimination: The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations.
- (3) Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, sex or national origin.
- (4) Information and Reports: The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the [Town of Tiverton, Rhode Island](#), State of Rhode Island or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to the [Town of Tiverton, Rhode Island](#), State of Rhode Island, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) Sanctions for Noncompliance: In the event of the contractor's noncompliance with nondiscrimination provisions of this contract, the [Town of Tiverton, Rhode Island](#), the State of Rhode Island shall impose contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

(a) withholding of payments to the contractor under the contract until the contractor complies; and/or

(b) cancellation, termination, or suspension of the contract, in whole or in part.

- (6) Incorporation of Provisions: The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the [Town of Tiverton, Rhode Island](#), the State of Rhode Island or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the [Town of Tiverton, Rhode Island](#) to enter into such litigation to protect the interests of the State, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.